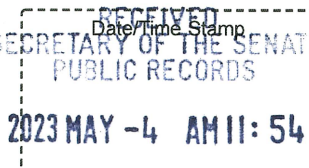


## RE-2 Employee Post Travel Disclosure of Travel Expenses

**Post Travel Filing Instructions:** Complete this form within **30 days** of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building. **This form is a public disclosure. The form and all attachments will be made publicly available.**



**Certification:** In compliance with the Regulations Governing Privately Sponsored Travel, Senate Rule 35, and the Honest Leadership and Open Government Act of 2007, I certify that I accepted the following gift of privately sponsored travel:

**Private Sponsor(s):**

Hoover Institution, Stanford University

**Travel Dates:**

April 2-5, 2023

**Name of accompanying family member (if any):****Relationship to Traveler:****Total Expenses**

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
\$1,135.15 total	\$490 total	\$148 total	

I also certify that attached to this form are all required documents for post travel disclosure, including:

- The final **Employee Pre-Travel Authorization** (Form RE-1)
- The final **Private Sponsor Travel Certification Form** with all attachments
- The final invitation
- The final approved itinerary

Finally, I certify that all trip information reflected in the attachments above accurately reflects the travel that I accepted. If there were any changes to the trip after I received approval from the Committee, the changes are described in ATTACHMENT 1.

5/4/23  
Date

Courtney Fellows

Printed Name of Traveler

  
Signature of Traveler**TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER**

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

5/4/23  
Date  
Signature of Supervising Senator/Officer

## ATTACHMENT 1 – CHANGES FROM APPROVED PRE-TRAVEL

**Note:** Material changes to a trip that occur after the Committee has issued an approval letter may invalidate the Committee's approval. Please contact the Committee with any questions regarding changes to an approved trip.

Were there any changes to the pre-approved travel expenses? (Transportation, Meals, Lodging, Other)?

☒ Yes ☐ No

Expense Change	Revised Amount	Explanation
Ground transportation	\$187.46	Final cost includes exact ride share amount

Were there any changes to the pre-approved itinerary?

☒ Yes ☐ No

**Explanation:**

The only change to the pre-approved list of Senate employees: Kaleb Froehlich (Office of Senator Lisa Murkowski) and Adan Serna (Office of Senator Ben Ray Lujan) were unable to participate in the program and did not attend.

Were there any additional changes to the pre-approved trip?

☒ Yes ☐ No

**Explanation:**

The only change to the pre-approved list of Senate employees: Kaleb Froehlich (Office of Senator Lisa Murkowski) and Adan Serna (Office of Senator Ben Ray Lujan) were unable to participate in the program and did not attend.





February 22, 2023

Dear Courtney,

We are pleased to inform you that you have been selected to participate in the Hoover Institution's Stuart Family Congressional Fellowship Program from April 3-4, 2023. This program includes seminars on Stanford University's campus, where Hoover scholars will lead policy sessions on some of the most pressing issues of today.

These sessions will challenge you to learn from and debate key philosophical and policy issues with some of the nation's leading thinkers and practitioners. As a participant you will receive round-trip airfare, ground transportation in California, lodging near Stanford's campus, and those meals that are part of the program.

For your planning purposes, expect to arrive at SFO on the evening of Sunday, April 2 and depart either the evening of Tuesday, April 4 or the morning of Wednesday, April 5.

**To proceed, please confirm your agreement to attend by completing this form by the close of business on Friday, February 24.** Due to ethics rules, to maintain your spot, it is imperative that you complete this form on time.

Following completion, you will receive email instructions on how to book your flight. Once your flight is secured, we will provide the remainder of your ethics paperwork for submission **to your ethics committee for review by Wednesday, March 1.**

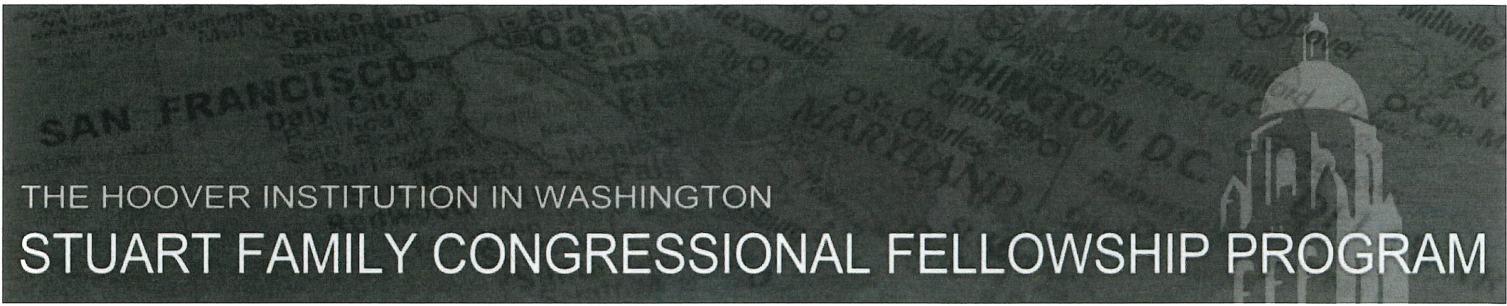
If you have any questions, do not hesitate to contact Victoria Guzman ([vmguzman@stanford.edu](mailto:vmguzman@stanford.edu)). We look forward to and expect an excellent program.

Sincerely,

Sarah Delahunty  
Senior Manager, Government Relations  
Hoover Institution, Stanford University

**HOOVER INSTITUTION, STANFORD UNIVERSITY APRIL 2023 STUART FAMILY  
CONGRESSIONAL FELLOWSHIP PROGRAM  
SENATE INVITEES**

<b>Catherine "Katie" Brown</b>	<b>Legislative Director</b> Senator Susan Collins (ME)
<b>Tim Corley</b>	<b>Policy Advisor</b> Senate Republican Conference Committee
<b>Courtney Fellows</b>	<b>Military Legislative Assistant</b> Senator James Lankford (OK)
<b>Kaleb Froehlich</b>	<b>Chief of Staff</b> Senator Lisa Murkowski (AK)
<b>Patricio Gonzalez</b>	<b>Senior Investigator</b> Senate Finance Committee
<b>Madeline Holzmann</b>	<b>Press Secretary</b> Senator Rick Scott (FL)
<b>J.T. Jezierski</b>	<b>Legislative Director</b> Senator Shelley Moore Capito (WV)
<b>Chad Miller</b>	<b>Professional Staff</b> Senate Committee on the Budget
<b>Robert Ordway</b>	<b>Senior Policy Advisor</b> Senator Mike Braun (IN)
<b>Adán Serna</b>	<b>Deputy Communications Director/Spokesman</b> Senator Ben Ray Luján (NM)



THE HOOVER INSTITUTION IN WASHINGTON

# STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

All day-time meetings will be held at The Hoover Institution  
Annenberg Auditorium | 434 Galvez Mall, Stanford University  
*Programming times are listed in Pacific Time*

## SUNDAY, APRIL 2

**6:00 PM (local time)** Depart DCA via United Airlines flight 519

**9:07 PM (local time)** Arrive SFO

## MONDAY, APRIL 3

**8:30 AM – 9:00 AM** Breakfast

**9:00 AM – 10:00 AM**

### Fixing Our Health Care System

*Lanhee Chen, the David and Diane Steffy Fellow in American Public Policy Studies, will discuss health care policy recommendations to improve the American health care system.*

**10:15 AM – 11:45 AM**

### War Games Simulation

*Jacquelyn Schneider, Hoover Fellow, will conduct a wargaming exercise to demonstrate its role in international relations, how social sciences can guide its design and analysis, and future applications for policy problems.*

**12:00 PM – 1:00 PM**

### NATO's Response to the Russian Invasion of Ukraine

*Rose Gottemoeller, Research Fellow, will discuss nuclear security, Russian relations, the NATO alliance, EU cooperation, and nonproliferation.*

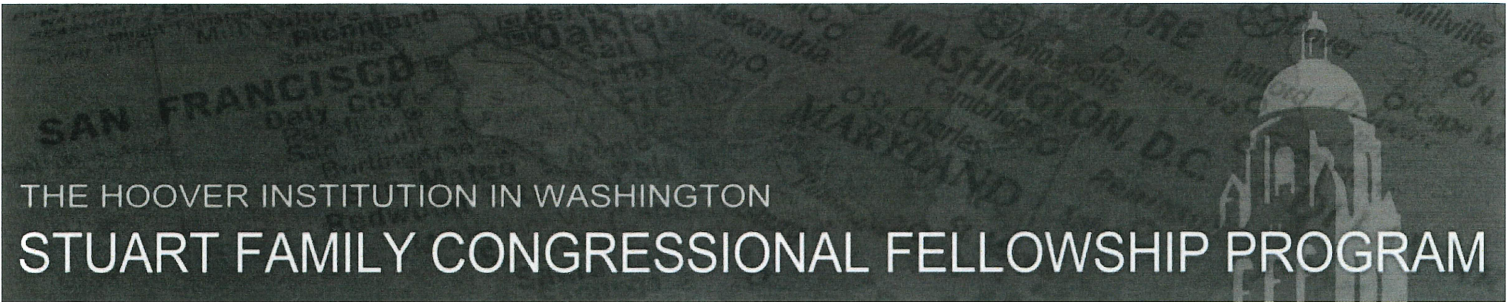
**1:00 PM – 2:00 PM**

Lunch

**2:00 PM – 3:00 PM**

Leadership





THE HOOVER INSTITUTION IN WASHINGTON

# STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

*General Jim Mattis, Davies Family Distinguished Fellow, will discuss the role of leadership and the strategic dilemmas that our nation faces.*

**3:15 PM – 4:15 PM**

## **The State of American Education**

*Margaret (Macke) Raymond, Distinguished Research Fellow, and Eric Hanushek, Paul and Jean Hanna Senior Fellow in Education, will discuss their research on K–12 issues, including policy challenges as a result of the global pandemic.*

**4:30 PM – 5:45 PM**

## **Inflation and Spending**

*John Cochrane, the Rose-Marie and Jack Anderson Senior Fellow, and Tyler Goodspeed, the Kleinheinz Fellow, will discuss inflation, taxes, and spending.*

**5:45 PM – 7:15 PM**

## **Keynote Dinner**

*Michael McFaul, the Peter and Helen Bing Senior Fellow, will examine strategies to defuse the current Russia-Ukraine crisis and the role of Western governments in supporting democracies.*

**TUESDAY, APRIL 4**

**8:00 AM – 8:30 AM**

## **Breakfast**

**8:30 AM – 9:30 AM**

## **Semiconductors**

*Admiral James Ellis, Annenberg Distinguished Visiting Fellow, and Matt Turpin, Hoover Visiting Fellow, will discuss potential policy recommendations to address global semiconductor supply chain risks.*





THE HOOVER INSTITUTION IN WASHINGTON

## STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

**9:30 AM – 10:30 AM**

### **China**

*Larry Diamond, the William L. Clayton Senior Fellow, will discuss strategies to confront and contain China's global sharp power.*

**10:30 AM – 11:30 AM**

### **Rethinking Defense Budgeting**

*Michael Boskin, the Wohlford Family Senior Fellow, will discuss how defense budgets may be improved at a time of growing budget deficits, debt, and elevated national security concerns in a more dangerous world.*

**11:45 AM – 12:30 PM**

### **Lunch**

**12:45 PM – 1:45 PM**

### **Library & Archives Presentation**

*Samira Bozorgi, Exhibitions Manager, will show Hoover Library and Archives primary sources including Joan Quigley's notes for President Reagan, WWII diaries, and Records from William F. Buckley Jr.'s Firing Line.*

**2:30 PM – 3:30 PM**

### **The United States in World-Historical Perspective**

*Niall Ferguson, the Milbank Family Senior Fellow, will discuss US foreign policy strategy and its effects on US domestic policy.*

**3:45 PM - 4:45 PM**

### **Spies, Lies, and Algorithms**

*Amy Zegart, the Morris Arnold and Nona Jean Cox Senior Fellow, will discuss the past, present, and future of American espionage as it faces a revolution driven by digital technology, as well as challenges that intelligence communities must confront in the 21st century.*



THE HOOVER INSTITUTION IN WASHINGTON

## STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

**5:00 PM – 6:00 PM**

**Flashpoints: The Prospect for Cascading Crises in the Coming Years**

*General H.R. McMaster, the Fouad and Michelle Ajami Senior Fellow, will discuss the geopolitical challenges to American interests.*

**6:00 PM – 7:00 PM**

**Closing Buffet Dinner**

**10:45 PM** (local time)

**Depart SFO via United Airlines flights 2416/5298**

**9:04 AM** (local time)

**Arrive DCA**

**Trip Name:** April 2023 Hoover Institution Stuart Family Congressional Fellowship Program

### Organization Information

Organization Name:

Hoover Institution, Stanford University

Is your organization classified as a §501(c)(3)?

☒ Yes

☐ No

If Yes, §501(c)(3) Organization Type:



Private Foundation



Public Charity

Address:

1399 New York Ave NW, Suite 500

City, State, Zip:

Washington DC, 20005

Phone Number:

202-760-3200

Organization URL:

<https://www.hoover.org/>

### History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

This will be the 11th Stuart Family Congressional Fellowship Program trip for Congressional staff organized by the Hoover Institution, Stanford University. The most recent trip being the August 2022 program which had a similar format and content.

### Educational Activities

Describe the educational activities performed by your organization other than sponsoring congressional travel.

The Hoover Institution, Stanford University regularly sponsors educational policy panels and round tables for think tank scholars, journalists, Congressional staff, government officials, academics and the public, and hosts programs and events based on their research for Stanford students and the public to attend.

### Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status (Select one):



I certify that the sponsor is not a federally registered lobbyist and does not retain or employ a federally registered lobbyist.



I certify that the sponsor is not a federally registered lobbyist but does retain or employ one or more federally registered lobbyists.

Foreign Agent Registration Status (Select one):



I certify that the sponsor is not an agent of a foreign principal and does not retain or employ an agent of a foreign principal.



I certify that the sponsor is not an agent of a foreign principal but does retain or employ one or more agents of a foreign principal.

### Foreign Government Involvement

Foreign Agent Registration Status (Must select all):



I certify that the sponsor is not a foreign government.



I certify that the sponsor is not an entity that is owned or operated by a foreign government.



I certify that the sponsor does not receive funding from a foreign government.



**Purpose and Details**

Provide a brief description of the trip.

An intensive program for Congressional staff which consists of 2 full days of seminars, simulations, and a key note presentation at the Hoover Institution, Stanford University.

The Hoover Institution, Stanford University solely planned all aspects of the trip including topics discussed, travel/accommodation logistics, and required paperwork. Hoover Institution staff will also accompany Congressional staff for all ground transportation and manage logistics for the duration of the trip.

Explain how the purpose of the trip relates to your organization's mission.

Stanford University is an institution of higher education which seeks to advance knowledge, stimulate creativity and solve real-world problems. As part of the University, The Hoover Institution seeks to improve the human condition by advancing ideas and prosperity while securing and safeguarding peace through world renowned scholars, library, and archives. This program relates to both missions by sharing Hoover Institution research with Congress and its staff to contribute to society.

Is your organization the only sponsor for this trip?

☒ Yes ☐ No

If No, describe your organization's role in planning the trip.

If there are multiple sponsors, each sponsor must submit Organization Information (Page 1 of the Private Sponsor Travel Certification Form) and a Signature Page Form.

**Grantmaking Organizations (Optional)**

If you have a Grantmaking Organization, you must attach a Grantmaking Organization Certification Form.

- 1.
- 2.
- 3.



## With or Without Regard to Congressional Participation (Select one):

- ☐ The trip is arranged or organized without regard to congressional participation.
- ☒ The trip is arranged or organized with regard to congressional participation.

## Lobbyist/Foreign Agent Involvement in Planning, Organizing, Requesting or Arranging

- ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal, other than de minimis involvement.

## Lobbyist/Foreign Agent Financing (Must select all):

- ☒ The trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- ☒ No funds or in-kind contributions were earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.

## Lobbyist/Foreign Agent Accompaniment

Complete if all sponsors are §501(c)(3) organizations (Select one):

- ☒ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ☐ The trip is limited to a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip
- ☐ The trip is limited to a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

Complete if any of the sponsors is not a §501(c)(3) organizations (Select one):

- ☐ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ☐ The trip is limited to a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip
- ☐ The trip is limited to a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

## Certification of No Recreational Activity and No Alcohol (Must select all):

- ☒ Travel expenses paid for will not include expenditures for recreational activities.
- ☒ Travel expenses paid for will not include expenditures for alcohol, except as permitted by the Regulations Governing Privately Sponsored Travel.

## Will members and staff from the House of Representatives receive invitations?

- ☒ Yes ☐ No

## Travel Details (Submit additional pages as needed)

Trip Start Date/Time:

April 2, 2023



Trip End Date/Time:

April 5, 2023

Will the traveler be accompanied by a family member for whom the sponsor will pay travel expenses?

☐ Yes

☒ No

Transportation (Member/Officer/Employee: \$ 1,147.69 Accompanying Family Member: \$ N/A )

Transportation Type	Class	Amount
Airfare	Coach	\$947.69
Ground transportation	Chartered Coach	\$200
Details (optional)		
Ground transportation will consist of ride share services and chartered group shuttle.		

Lodging (Member/Officer/Employee: \$ 490 Accompanying Family Member: \$ N/A )

Check-In	Check-Out	Facility	City	State	Country
4/2/23	4/4/23	The Stanford Park Hotel	Menlo Park	CA	USA
Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.		
2	\$245	No			
Check-In	Check-Out	Facility	City	State	Country
Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.		
Check-In	Check-Out	Facility	City	State	Country
Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.		

Meals (Member/Officer/Employee: \$<sup>148</sup> Accompanying Family Member: \$<sup>N/A</sup>)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem (Y/N)
4/3/23	\$17	\$18	\$34	\$5	\$74	Stanford	CA	USA	N
4/4/23	\$17	\$18	\$34	\$5	\$74	Stanford	CA	USA	N

If costs exceed the federal per diem, please explain why expenses over the per diem rate are reasonable and necessary.

## Reasonable Miscellaneous Expenses

(Member/Officer/Employee: \$ Accompanying Family Member: \$)

Expense Type	Amount	Notes

## Additional Details (optional)

## PRIVATELY SPONSORED TRAVEL

## SPONSOR SIGNATURE PAGE

I hereby certify that the information submitted in connection with the trip listed below is true, complete, and correct to the best of my knowledge and belief.

Trip Name: April 2023 Hoover Institution, Stuart Family Congressional F  
Travel Date(s): April 2 - April 5, 2023  
Travel Destination(s): Stanford University, Stanford, California  
Sponsor: Hoover Institution, Stanford University

Eryn Witcher Tillman

*(printed name of sponsor representative)*

Associate Director and Bechtel

*(title)*



*(signature of sponsor representative)*

02/27/2023

*(date)*